

I. INTRODUCTION

Incumbent serves as an Agricultural Commodity Aid (Raisin) in either a receiving station, dehydrator, processing plant, or central analysis laboratory, and performs tasks relating to the sampling and the determination of the quality and condition of natural condition and/or processed raisins.

II. MAJOR DUTIES

The employee performs the following tasks at one or more work locations:

Prepares samples for inspection, performs basic tests, assists in conducting surveillance work, and maintains records.

III. FACTORS

Factor 1. Knowledge Required by the Position

Skill in following detailed oral and written instructions and regulations in order to correctly draw samples, etc.

Skill in preparing samples, performing simple routine laboratory procedures, using inspection equipment, and recording data.

Factor 2. Supervisory Controls

The incumbent receives specific detailed instructions, both in writing and orally for assignments. The degree of supervision may vary depending on the location of the work e.g., receiving station, dehydrator, processing plant or central analysis laboratory. In the laboratory, there is relatively constant supervision so all questions and problems are immediately referred to a supervisor. An in-Plant Aid doing sampling may have less constant supervision; however, an ACG is always checking the accuracy of the samples and other work while grading the raisins. Routine work is eventually performed independently following the instructions given but work is closely reviewed in progress and upon completion for accuracy and compliance with instructions.

Factor 3. Guidelines

The guidelines used are specific and consist of: the Instructions for Inspection and Certification of Natural Condition Raisins, the Grading Manual for Processed Raisins, and the Handbook for Raisin Microanalysis. The employee strictly adheres to the guidelines and any deviations must be authorized by the supervisor.

Factor 4. Complexity

The Aid does the necessary routine tasks to complete the inspection and grading of the raisins by the ACG. The assignments are clear-cut and follow already established procedures. There is great need for accuracy and attention to detail.

Factor 5. Scope and Effect

The purpose of the Aid's work is to assist the Agricultural Commodity Grader by performing routine tasks necessary to complete the inspection or grading of the product. The accuracy of the Aid's work directly affects the final determination made by the ACG, which affects the financial interests of buyers and sellers.

Factor 5. Personal Contacts

The Aid has contacts with some plant personnel, graders, and Area Office personnel.

Factor 7. Purpose of Contacts

The personal contacts of the Aid are to exchange information relative to the sampling, lab work, etc., being done.

Factor 8. Physical Demands

Agricultural Commodity Aid work may require periods of physical exertion to lift and move boxes and cartons of product often weighing up to 30 pounds. There are prolonged periods of standing, walking, stooping, and bending. The Aid must be able to observe the commodity through normal or corrected vision in at least one eye for distance, depth perception, and color.

Factor 9. Work Environment

The work environment includes exposure to high and low temperatures, slippery surfaces, moving materials, handling equipment, high noise level, and similar risks typical of raisin processing plants and storage areas.